MINUTES
REGULAR MEETING OF THE BOARD OF TRUSTEES
SANTA BARBARA COMMUNITY COLLEGE DISTRICT

May 13, 1993

4:00 p.m. - REGULAR MEETING
Room A-211
Administration Building
Santa Barbara City College

1. GENERAL FUNCTIONS

1.1 CALL TO ORDER

The meeting was called to order by Vice President Alexander at 4:04 p.m.

1.2 ROLL CALL

Members present:

Dr. Kathryn Alexander, Vice President
Dr. Joe Dobbs (arrived at 4:09 p.m.)
Mr. Len Jarrott
Mr. Eli Luria
Mrs. Joyce Powell
Mr. Luis Villegas
Mr. Brian Brunello (Student Trustees)

Member absent:

Mr. Sidney Frank (President)

Others present for all or a portion of the meeting:

Dr. Peter MacDougall, Superintendent/President and Secretary to the Board of Trustees
Ms. Liz Auchincloss, Chair, Classified Council/V.P., CSEA
Ms. Jo Bedard, Public Information Officer
Dr. Martin Bobgan, Vice President, Continuing Education
Ms. Jane Brody, Professor, ESL
Dr. Greg Cain, Professor, Physics
Dr. Gary Carroll, President, Academic Senate
Mr. Rick Dennis, Treasurer, Associated Students
Mr. J. P. Dupart, Groundskeeper, Facilities and Operations
Ms. Trish Dupart, Supervisor, Learning Assistance Center
Mr. John Egger, Professor, History/Geography
Mrs. Lynda Fairly, Vice President, Student Affairs
Mr. Joshua Fischer, Reporter, The Channels
Mr. George Gregg, Director, Educ. Tech & Micro Systems
Mr. Bill Hamre, Assoc. Vice President, Information Resource
Dr. Charles Hanson, Vice President, Business Services
Ms. Rita Harrington, Purchasing Technician
Mr. George Holguin, Groundskeeper, Facilities and Operations
Ms. Nancy Hull, Laboratory Technician Senior, Chemistry
Ms. Mary James, Principal Word Processor  
Dr. John Kay, President, Instructors’ Association  
Mr. David Kiley, Assistant Dean, Academic Affairs  
Ms. Jan Martin, Administrative Secretary, Academic Affairs  
Ms. Ann McGorty, Personnel Specialist  
Mr. Keith McLellan, Dean, Student Development  
Mr. William Miller, Professor, Physics  
Ms. Claudia Mitchell, Professor/Asst. Director, Nursing  
Ms. Kathy O’Connor, Associate Professor, Physical Education  
Mrs. Janice Peterson, President-Elect, Academic Senate  
Ms. Lucy Prieto, Secretary, Academic Affairs  
Ms. Joyce Pugh, Senior Secretary, Academic Affairs  
Mr. Kent Richards, Technical Services Specialist, ET & CS  
Mr. Ramiro Sanchez, Dean, Academic Affairs  
Dr. Elwood Schapansky, Professor, Physics  
Dr. Diana Sloane, Dean, Academic Affairs  
Ms. Joanne Solinger, Member, Student Senate  
Ms. Anne Stewart, Secretary Senior, Academic Affairs  
Miss Dorothy Taylor, Volunteer, SBCC Gardens  
Ms. Michelle Walker, Member, Associated Student Senate  
Ms. Marsha Wright, Financial Aid Specialist

1.3 WELCOME

Dr. Alexander extended a cordial welcome to all present.

1.4 MINUTES OF REGULAR MEETING OF APRIL 22, 1993

Upon motion by Mrs. Powell, seconded by Mr. Villegas, the Board unanimously approved the Minutes of the Regular Meeting of April 22, 1993.

1.5 HEARING OF CITIZENS

No citizens expressed a wish to address the Board.

1.6 COMMUNICATIONS

a. REPORT BY ACADEMIC SENATE  
   - Dr. Gary Carroll

Dr. Carroll reported that the Academic Senate has approved the 1993 Faculty Enrichment Grants. The recommendations for academic computer equipment have been forwarded to the CCCC Committee. Some changes to the FSA Policy have been proposed. Phase 2 for the budget cuts have been proposed and presented to the Board Fiscal Committee. Mr. John Eglger has been selected as the 1993 Annual Faculty Lecturer. May 26 will be the final Academic Senate meeting of the year. Mrs. Janice Peterson will be sworn in as the new president at that time.

Since this would be Dr. Carroll’s last Board Meeting as Academic Senate President, he publicly acknowledged his appreciation to Board Members, Dr. MacDougall, Vice Presidents, Deans, Ms. Barbara Karsen and many staff members for their advice and help during his two-year tenure.

Board Members thanked Dr. Carroll for his leadership these past two years and noted the many accomplishments that have occurred during his presidency.
b. REPORT BY CLASSIFIED COUNCIL
- Ms. Liz Auchincloss

Ms. Auchincloss announced the Classified Employee of the Year and Honorable Mentions (See Agenda Item 2.2-b for report).

c. REPORT BY ASSOCIATED STUDENTS
- Mr. James Frank

Mr. Frank introduced the elected members of the Student Senate for 1993-94 who were present at the Board Meeting: Ms. Michelle Walker, Ms. Michelle Dessert, and Ms. Joanne Solinger, Mr. Rick Dennis (Treasurer), Mr. Brian Brunello was elected to serve another term as Student Trustee, and Ms. Gina Samore (Vice President). Others members elected to the Student Senate were Mr. Paul Wright and Mr. Garrett Ware.

Mr. Frank announced that the Student Representation Fee was passed and that will allow the Student Senate an excellent opportunity to adequately represent student viewpoints in front of government agencies. There are 17 positions on the Senate for Fall and 27 people have already applied for these positions. Mr. Frank reported on the CalSACC Conference which was held in conjunction with Lobby Day in Sacramento. The Associated Student Body Volunteer Program is well underway responding to community service agencies and businesses asking for this type of service. The InterClub Council will be meeting to finalize the ICC constitution.

d. REPORT ON CURRENT EVENTS
- Ms. Jo Bedard

Ms. Bedard reported on events scheduled by the College and the Continuing Education Division for the period May 13 through June 10, 1993, highlighting the many awards' ceremonies for students taking place this month and the June 3 Faculty/Staff Luncheon that will honor retirees of the College and the Classified Employee of the Year.

(At this time some personnel items were taken out of order.)

e. REPORT ON CURRENT ISSUES
- Dr. Peter MacDougall

Dr. MacDougall highlighted the following:

1. Expressed appreciation to Dr. Carroll for his outstanding leadership on behalf of the faculty as Academic Senate President noting that Dr. Carroll has had an overriding concern for SBCC as an institution, has shown objectivity and sound judgment in approaching all issues and has been responsible in carrying out his duties to the College. Dr. MacDougall thanked Dr. Carroll for representing the faculty so effectively.

2. Noted that the Bus Pass Program failed on the ASB ballot.

3. Announced that Mr. James Frank, Student Body President, has been selected to serve as an intern for State Senator Gary Hart this summer in his local office.

4. The Music Department, under Dr. Jack Ullom's leadership, has been the recipient of a donation by the Yamaha Corporation.

5. The Facilities Building on the West Campus was dedicated at 3:00 p.m. today. Board Members were thanked for their support in enabling the College to provide this building for the staff of the Facilities and Operations Department.

6. Updated Board Members on the budget process taking place at this time in Sacramento. The Assembly and Senate are working to form the initial parts of
the budget for community colleges. At this time, it is favorable to community colleges. The best case represents a level of funding that will be equal to or slightly below what we are receiving during the current year.

(At this time, Items 3.2, 4.1, and 4.2 were taken out of order.)

2. PERSONNEL - Mr. Dan Oroz

2.1 PERSONNEL CONSENT ITEMS

Two faculty members retiring from the College this year were acknowledged for their years of service to the District: Dr. Myrene Smith (18 years) and Dr. Elwood Schapansky (26 years).

Ms. Claudia Mitchell, assistant director of the ADN Program, acknowledged Dr. Smith's work in the ADN Program stating, that in Dr. Smith's knowledge of nursing, she has brought her standards of nursing to the program, her love of nursing, and her patient teaching of students and noted that Dr. Smith will be missed.

Mr. Bill Miller, Dr. John Kay, and Dr. Greg Cain acknowledged Dr. Schapansky's teaching in the Physics and Engineering Department. It was noted that Dr. Schapansky developed the Physics major at SBCC, took on the responsibility of designing the remodeling of the Physics Building, was honored by his peers as the Annual Faculty Lecturer in 1986-87, has a unique caring for his students, is a quality teacher, and "his greatest armor is his honest thought, and simple truth has been his utmost skill."

Dr. Schapansky thanked Board Members and Dr. MacDougall for their support of faculty and noted that SBCC was a special place.

Mr. Oroz announced the following appointment under Certificated Faculty Appointments: Mr. David Mead, Instructor, Printing Technologies.

Upon motion by Dr. Dobbs, seconded by Mrs. Powell, the Board unanimously approved the Personnel Consent Items as contained in the Agenda and the Attachments to the Agenda.

2.2 Personnel Action Item:


Upon motion by Mr. Luria, seconded by Dr. Dobbs, the Board unanimously approved adoption of Resolution No. 20 (1992-93) declaring May 16-22, 1993, Classified School Employees Week. The vote follows:

Ayes: Dr. Dobbs, Mr. Jarrott, Mr. Luria, Mrs. Powell, Mr. Villegas, Dr. Alexander

Noes: None

Absent: Mr. Frank

Concur: Mr. Brunello
b. RECOGNITION OF 1992-93 OUTSTANDING CLASSIFIED EMPLOYEE (Taken out of order)

Ms. Liz Auchincloss, Chair, Classified Council, announced the 1992-93 Outstanding Classified Employee recipients.

Upon motion by Mr. Villegas, seconded by Mrs. Powell, the Board unanimously approved awarding a special Certificate of Recognition and an honorarium of $300.00 to Mr. J. P. Dupart (Groundskeeper, Facilities and Operations), Outstanding Classified Employee, and the plaque bearing the names of each year's honoree be engraved with his name.

A special Certificate of Recognition and an honorarium of $50.00 each were presented to the four Honorable Mention Classified Employees:

- Mr. George Holguin Groundskeeper, Facilities and Operations
- Mr. Bill Hull Lab. Tech. Supervisor, Biological Science
- Ms. Mary James Principal Word Processor
- Mr. Kent Richards Technical Services Specialist, ET & CS

c. APPROVAL OF NEW CLASSIFICATIONS

(1) DIRECTOR, SMALL BUSINESS DEVELOPMENT CENTER

Upon motion by Mrs. Powell, seconded by Mr. Jarrott, the Board unanimously approved the Director, Small Business Development Center classification as described in the Agenda and Attachment to the Agenda.

(2) INTERNSHIP PROGRAM TECHNICIAN

Upon motion by Mrs. Powell, seconded by Mr. Jarrott, the Board unanimously approved the Internship Program Technician classification as described in the Agenda and the Attachment to the Agenda.

(3) CLERK, BUSINESS OUTREACH

Upon motion by Mrs. Powell, seconded by Mr. Jarrott, the Board unanimously approved the Clerk, Business Outreach classification as contained in the Agenda and the Attachment to the Agenda.

3. STUDENT AFFAIRS - Mrs. Lynda Fairly

3.1 RECOMMEND APPROVAL OF CANDIDATES FOR THE ASSOCIATE IN ARTS DEGREE AND ASSOCIATE IN SCIENCE DEGREE

Upon motion by Dr. Dobbs, seconded by Mr. Jarrott, the Board unanimously approved conferring upon each of the 238 candidates for the Associate in Arts Degree and 137 candidates for the Associate in Science Degree the appropriate degrees subject to completion of the State and local requirements.

3.2 CAREER CENTER STATUS REPORT (Taken out of order)

Mr. Bob Ehrmann, Counselor and Supervisor of the Career Center, reported on the Career Center using a slide presentation. Some of the highlights of the Center include: drop-in counseling (open five days a week and two evenings a week), counselor training, use of computers that have a very extensive database of material available on jobs, etc., and there is...
a testing program in which there is a 24-page printout that students take home to read, study, and then bring back for discussion. Career Center staff members have made over 100 classroom presentations to make students aware of the Career Center and the opportunities available to them. A series of books has been produced to accommodate students. A computerized job placement/job listing system is in operation and approximately 50-60 students are placed in jobs per month. The Career Center is working very closely with the DSPS Program. The challenges for the future will be to continue to integrate activities into the classroom, cross-training between academic counselors and career counselors, and build the best career guidance and placement service that exists in California.

Dr. MacDougall thanked Mr. Ehrmann for his leadership in the Career Center, and Vice President Lynda Fairly and Dean Keith McLellan for their support of Mr. Ehrmann’s work.

4. ACADEMIC AFFAIRS - Mr. John Romo/Dr. Martin Bobgan

4.1 REPORT ON SABBATICAL LEAVE (Taken out of order)

Ms. Jane Brody, Professor of English, reported on her sabbatical leave project for the 1991-1992 year which resulted in abstracts of international, multicultural literature appropriate for the essential skills curriculum, curriculum guides with specific lesson plans/strategies that focus on the underrepresented student’s participation and success, and a teacher researcher group to test and refine the materials/strategies included in her sabbatical report. On her sabbatical, Ms. Brody read and reviewed hundreds of pieces of fiction and nonfiction representing countries and ethnic backgrounds of our students, researched theory and techniques for multiethnic student success in English classrooms, and visited successful multiethnic classrooms in colleges and universities. Ms. Brody thanked Board Members for allowing her sabbatical leave.

4.2 SABBATICAL LEAVE REPORT (Taken out of order)

Mr. John Eggler, Professor of History, reported on his sabbatical leave activities during the 1991-1992 year noting that his goal was to work on projects which would benefit the Chicano Studies Program at SBCC. Mr. Eggler put together a slide/tape presentation which will be used to advertise the American Ethnic Studies Department, wrote study guides for existing slide/tape units and created two new units, used Hollywood films and created study guides which brought out the Mexican-American history from these films, focused on a reading program to keep current in a field in which books are published regularly, enrolled in two women’s studies classes at UCSB, and visited other community colleges and high schools to investigate what makes a good Chicano Studies Program. Mr. Eggler also prepared slide/tape units for History 100, prepared films with study guides for History 100, and read books in three of his history areas. He thanked Board Members, Dr. MacDougall, the office of Academic Affairs, his Division Dean, his department, and the Sabbatical Leave Committee for this opportunity.

4.3 RECOMMENDED APPROVAL OF INCREASE IN LIBRARY FINES AND ALLOCATION PROPOSAL

Upon motion by Mr. Luria, seconded by Mr. Villegas, the Board unanimously approved the proposal to increase library fines and to allocate fines’ monies to the Library book budget as contained in the Agenda and the Attachment to the Agenda.
4.4 SUBMITTAL OF AMERICANS WITH DISABILITIES ACT (ADA) REPORT

The Disabled Students Programs and Services staff has submitted the Americans with Disabilities Self-Evaluation Report on programs and activities as an information item. Ms. Janet Shapiro, DSPS coordinator, was present to respond to questions.

4.5 RECOMMEND APPROVAL OF FACULTY ON CONTRACT EDUCATION PROJECTS

Upon motion by Mr. Jarrott, seconded by Mr. Villegas, the Board unanimously approved the hiring of faculty to provide training on Contract Education projects as listed in the Attachment.

4.6 RECOMMEND APPROVAL OF SUMMER INTERSESSION 1993 COURSE OFFERINGS

Upon motion by Mr. Jarrott, seconded by Mr. Villegas, the Board unanimously approved the Summer Intersession 1993 Schedule of Classes as contained in the Enclosure.

4.7 RECOMMEND APPROVAL OF SUMMER INTERSESSION 1993 FACULTY

Upon motion by Mr. Jarrott, seconded by Mr. Villegas, the Board unanimously approved the Summer Intersession 1993 faculty as contained in the Attachment.

4.8 APPROVAL OF SIX-WEEK CONTINUING EDUCATION DIVISION SUMMER SESSION 1993

Upon motion by Dr. Dobbs, seconded by Mr. Luria, the Board unanimously approved the Continuing Education Summer Session 1993 as described in the Agenda.

4.9 RECOMMENDED APPROVAL OF NEW COURSES, CONTINUING EDUCATION DIVISION - SUMMER TERM 1993

Upon motion by Dr. Dobbs, seconded by Mr. Luria, the Board unanimously approved the proposed new Continuing Education classes effective Summer 1993 as contained in the Agenda.

5. BUSINESS SERVICES - Dr. Charles Hanson

5.1 BUSINESS CONSENT ITEMS

Upon motion by Mr. Villegas, seconded by Mr. Jarrott, the Board unanimously approved the Business Consent Items as contained in the Agenda, the Attachments, and the Enclosure.

5.2 BUSINESS ACTION ITEMS

a. ADOPTION OF RESOLUTION NO. 21 (1992-93) AUTHORIZING APPROPRIATION TRANSFERS B93-142 - B93-152

Upon motion by Dr. Dobbs, seconded by Mr. Jarrott, the Board unanimously approved adoption of Resolution No. 21 (1992-93) approving budget revisions as contained in the Attachment. The vote follows:

Ayes: Dr. Dobbs, Mr. Jarrott, Mr. Luria, Mrs. Powell, Mr. Villegas, Dr. Alexander
Noes: None
Absent: Mr. Frank
Concur: Mr. Brunello
b. ADOPTION OF RESOLUTION NO. 22 (1992-93) AUTHORIZING THE TRANSFER OF FUNDS

Upon motion by Dr. Dobbs, seconded by Mr. Jarrott, the Board unanimously approved Resolution No. 22 (1992-93) authorizing the transfer of funds as contained in the Attachment. The vote follows:

Ayes: Dr. Dobbs, Mr. Jarrott, Mr. Luria, Mrs. Powell, Mr. Villegas, Dr. Alexander
Noes: None
Absent: Mr. Frank
Concur: Mr. Brunello

c. ADOPTION OF RESOLUTION NO. 23 (1992-93) AUTHORIZING YEAR-END TRANSFERS

Upon motion by Dr. Dobbs, seconded by Mr. Jarrott, the Board unanimously approved adoption of Resolution No. 23 (1992-93) authorizing year-end transfers by the designated District officers as contained in the Attachment. The vote follows:

Ayes: Dr. Dobbs, Mr. Jarrott, Mr. Luria, Mrs. Powell, Mr. Villegas, Dr. Alexander
Noes: None
Absent: Mr. Frank
Concur: Mr. Brunello

d. ADOPTION OF RESOLUTION NO. 24 (1992-93) - FLEXIBLE BENEFITS PLAN

Upon motion by Mr. Jarrott, seconded by Mr. Villegas, the Board unanimously approved adoption of Resolution No. 24 (1992-93) authorizing the District to establish flexible benefits as contained in the Attachment. The vote follows:

Ayes: Dr. Dobbs, Mr. Jarrott, Mr. Luria, Mrs. Powell, Mr. Villegas, Dr. Alexander
Noes: None
Absent: Mr. Frank
Concur: Mr. Brunello

e. APPROVAL OF ADMINISTRATIVE SERVICES AGREEMENT WITH COLONIAL COMPANY (BENEFIT AMERICA) FOR FLEXIBLE BENEFITS PLAN, Effective 9/30/93 - 10/1/94

A correction to the Agenda is required. The effective dates should read: 9/30/93-10/1/94.

Upon motion by Mr. Luria, seconded by Dr. Dobbs, the Board unanimously approved the Administrative Services Agreement with Colonial Company (BenefitAmerica) for Flexible Benefits Plans as contained in the Agenda and the Attachment to the Agenda.
f. GARVIN THEATRE LIGHTING SYSTEM REPLACEMENT - ACCEPTANCE OF BIDS AND AUTHORIZATION TO AWARD CONTRACT (BID #425)

On May 10 the District received three bids for the Garvin Theatre lighting system.

The lowest bidder, Big O Enterprises, Inc., was determined non-responsive to the clause in the specifications: "Further, each bidder shall be able to demonstrate evidence of successful installation, within the past five (5) years of no fewer than five (5) theatrical lighting systems of a size and scope that is at least equal to that specified herein."

Therefore, the second low bidder, Stickelmaier Enterprises, Inc., dba Grid Electric of Oxnard, with a base bid of $154,247 is considered the lowest responsible bidder. The low bid was considerably higher than the estimate of the consultant and Chair of the Theater Department; therefore, additional funds must be found to award a contract for the project.

Upon motion by Mr. Luria, seconded by Mr. Jarrott, the Board unanimously approved acceptance of the bids award of the contract to Stickelmaier Enterprises, Inc., dba Grid Electric, in the amount of $154,247 if sufficient funds are identified to cover the present deficit.

g. GOURMET DINING ROOM REMODEL - ACCEPTANCE OF BIDS AND AUTHORIZATION TO AWARD CONTRACT (BID #426)

On May 12 the District received nine bids on the Gourmet Dining Room remodeling project. The lowest bidder was Rounds Construction of Santa Ynez with a low bid of $112,600. The construction will start on June 1 and be completed by September 1, 1993.

Upon motion by Mr. Luria, seconded by Dr. Dobbs, the Board unanimously approved acceptance of the bids and awarding of the contract to Rounds Construction in the amount of $112,600.

h. EASEMENT REALIGNMENT AGREEMENT, GOLETA SANITARY DISTRICT - WAKE CENTER

Upon motion by Mrs. Powell, seconded by Mr. Jarrott, the Board unanimously approved the Easement Realignment with the Goleta Sanitary District as contained in the Agenda and the Attachment to the Agenda.

i. CHANGE ORDER NO. 5 - EAST CAMPUS ENTRY

Upon motion by Mr. Luria, seconded by Mr. Jarrott, the Board unanimously approved Change Order No. 5, East Campus Entry, as described in the Agenda and the Attachment to the Agenda.

j. APPROVAL OF RESOLUTION NO. 25 (1992-93) FOR EMERGENCY REPAIRS - HUMANITIES BUILDING

Upon motion by Mr. Villegas, seconded by Mrs. Powell, the Board unanimously approved Resolution No. 25 (1992-93) for emergency repairs - Humanities Building - as contained in the Attachment. The vote follows:
Ayes: Dr. Dobbs, Mr. Jarrott, Mrs. Powell, Mr. Villegas, Dr. Alexander
Noes: None
Absent: Mr. Frank, Mr. Luria (Mr. Luria left the meeting at 6:18 p.m.)
Concur: Mr. Brunello

5.3 BUSINESS INFORMATION ITEMS

a. PROJECTED COST OF INSTRUCTORS' ASSOCIATION AGREEMENT

The projected cost of the Instructors' Association Agreement was detailed in the Attachment to the Agenda.

6. INFORMATION RESOURCES - Mr. Bill Hamre - No Items

7. GENERAL ITEMS

7.1 APPROVAL OF RESOLUTION NO. 26 (1992-93) IN SUPPORT OF THE DEVELOPMENT OF THE CALIFORNIA STATE UNIVERSITY CAMPUS IN VENTURA

Upon motion by Mr. Jarrott, seconded by Dr. Dobbs, the Board unanimously approved Resolution No. 26 (1992-93) supporting the development of the California State University Campus in Ventura. The vote follows:

Ayes: Dr. Dobbs, Mr. Jarrott, Mrs. Powell, Mr. Villegas, Dr. Alexander
Noes: None
Absent: Mr. Frank, Mr. Luria
Concur: Mr. Brunello

8. ADJOURNMENT

Upon motion by Dr. Dobbs, seconded by Mr. Jarrott, the Board unanimously approved adjournment at 6:26 p.m., setting the next Regular Meeting of the Board of Trustees on Thursday, June 10, 1993, at 4:00 p.m. in Room A-211.

APPROVED BY THE BOARD OF TRUSTEES ON June 10, 1993

President, Board of Trustees
Superintendent/President
Secretary/Clerk of the Board